



# North Central Florida Health Care Coalition, Inc.

MEETING SUMMARY MARCH 17, 2014

FACE-TO FACE MEETING

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| MEETING CALLED BY   | Robert Linnens and Brad Caron, North Central Florida HCC, Inc. leads   |
| TYPE OF MEETING   | Face-to-Face   |
| FACILITATORS  | Robert Linnens and Brad Caron  |
| NOTE TAKER  | Robert Linnens   |
| ATTENDEES<br>(DUE TO INCLEMENT WEATHER, WE WERE FORCED TO OFFER THE OPTION OF A TELLECONFERENCE)<br>CHD=COUNTY HEALTH DEPARTMENT<br>EM=EMERGENCY MANAGEMENT<br>EMS=EMERGENCY MEDICAL SERVICES<br>CFR-COUNTY FIRE RESCUE | <p>Board Member/Designee Attended: Pamela Howard-Lake Butler Hospital CEO (Union County), Craig Skeath-North Florida Regional Medical Center (Alachua County), Annette Starling-Shands Starke Regional Medical Center (Bradford County), Mark Milton-UF Health Shands Hospital (Alachua County), Paul Myers- Alachua CHD Administrator, Joe Pietrangelo-Bradford/Union CHD Administrator, Barbara Locke-Dixie/Gilchrist/Levy CHD Administrator, Mary Garcia-Putnam CHD Administrator, Harold Theus-Alachua County EMS, Kavin Catalfu-Attended for Columbia County EMS, EM and CHD, David Knowles-Levy Count EMS, Chad Bradt-Putnam County EMS, Dave Donnelly-Alachua County EM, Sharon Hingson-Suwannee County EM, John Walker-Union County EM</p> <p>Guests - David Hartzell and Jennifer Thomas-Lake Butler Hospital, John Sheppard-Shands Starke Regional Medical Center, Dan Mann-Bradford CHD Planner, David Pollard-Putnam CHD Planner, Bill Northcutt-Alachua CFR, Bill McCrea-Gainesville Fire Rescue, Jen Horner-Alachua County EM, Sam MacDonell-Region 2 Regional Emergency Response Advisor; David Meurer, Karl Huguen, Jason Jones, and Megan Brown-University of Florida</p> <p>Board Member/Designee Attended via polycom:<br/>David Peaton-Gichrist County EM, Bryan Johns-Bradford County EM, Allen Parrish-Bradford County EMS, Davie Lloyd-Regional General Hospital in Williston(Levy County), Pamela Blackmon-Suwannee/Lafayette CHD Administrator, Henry Land-Hamilton County EM</p> <p>Guests on polycom- Emely Elugardo-Gilchrist CHD Planner, Fred Eichler-Levy CHD Planner, Paula Anderson-Dixie CHD Planner</p> |

## Agenda topics

1230 – 1245 WELCOME GROUP DISCUSSION

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| DISCUSSION  | A general welcome was made to the group. |
| Introductions were made. This was the first NCFHCC meeting. |  |
| Announcements related to the meeting's agenda.              |  |

1245 – 1430 AGENDA ITEMS GROUP DISCUSSION

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| DISCUSSION  | 1245 – 1330; NCFHCC Development History – History/Creation of NCFHCC. |
| <p><u>NCFHCC Development History</u>– The origin of the idea of health care coalitions in Florida was discussed. This was followed by a background of the formation of the NCFHCC.<br/> Questions asked from the audience included:<br/> Who are voting members? Answer: The designated individual from each agency on the Board of Directors. The Board of Directors includes the designated individual from each County Health Department, EM, EMS, each Hospital and the Chair of the Coordination Committee.<br/> Are CHD administrators with responsibility for more than county allowed to vote for each county? Answer: No. However,</p> |   |

if an individual is a representative for another voting block, i.e. EM, EMS, CHD, Hospital, they may cast a vote for each block the individual is representing.

A question about voting procedures was asked. We discussed how the county voting representative for each voting block would cast a vote and the voting block vote was determined by the majority vote of that voting block. Also, projects would be voted on using a ranking procedure.

Who can be members? Answer: Any agency that can be shown to provide assistance to ESF-8 or EM in a public health emergency is a potential member.

A question was asked about what funding could be spent on? Answer: Money may not be used to fund day-to-day operations. Also, funding cannot be used for research, building or political activities. The Board of Directors may direct the HCC apply for grants that do not have such restrictions.

Who is on the Coordination County? Answer: the CHD Planners.

What are CHD's responsible for? Answer: allowing the use of planners for the Coordination Committee.

Do coalitions provide services similar to mutual aid? Answer: Yes.

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| CONCLUSIONS | An overview of the creation of NCFHCC and future steps was provided to the group and discussed.  |
| DISCUSSION  | <u>1330-1400: Voting for officers</u>  |
|             | <u>Voting for Officers</u> – An email was sent before the meeting asking if anyone was interested in becoming the President and Vice-President. The only individuals who volunteered were Chief Harold Theus from Alachua County Fire Rescue and Paul Myers from the Alachua County Health Department. At the meeting, we asked if there was anyone else who wanted to volunteer and we also asked if anyone wanted to nominate someone. A question was asked about the duties of the President. The duties of the President were given as: run the meetings and be the Coalitions Point of Contact. The President may also be needed to attend a few more meetings which may require travel. No new names were brought to the floor. Chief Theus and Paul Myers then spoke about themselves. A paper ballot was passed and members on the polycom were able to cast a ballot. |
| CONCLUSIONS | Chief Theus was elected as President and Paul Myers was elected as Vice-President. It was agreed that the coordinator will serve as the secretary with no voting rights.   |
| DISCUSSION  | <u>1400-1430: BYLAWS</u>   |
|             | <u>BYLAWS:</u> The Bylaws were briefly discussed.  |
| CONCLUSIONS | It was decided to postpone discussion of the bylaws to give members more time to review them. A meeting was scheduled for June 9, 2014 at 1230 to approve the bylaws and discuss the hazard and gap analysis.  |

The meeting adjourned at 1430.

Robert Linnens  
North Central Florida Health Care Coalition Coordinator